



## REGULAR MEETING AGENDA

**Date:** 1/9/2017  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**A. Call To Order**

**B. Roll Call**

**C. Reports and Announcements**

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

**D. Public Comment**

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

**E. Consent Calendar**

- E1. Approval of minutes from the December 5, 2016 Planning Commission meeting. ([Attachment](#))

**F. Public Hearing**

- F1. Use Permit Revision/Shannon Thoke/116 O'Connor Street:  
Request for a use permit revision to add first- and second-story additions to an existing previously-approved nonconforming single-family, two-story residence with a basement on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. The previous use permit was approved by the Planning Commission on March 5, 2012. *Continued to the Planning Commission meeting of January 23, 2017*
- F2. Use Permit/Brian Nguyen/445 Oak Ct:  
Request for a use permit for the construction of a new two-story single-family residence with a basement, detached two-car garage, and secondary dwelling unit on a substandard lot with respect to width in the R-1-U (Single Family Urban Residential) Zoning District. The proposal includes the removal of two heritage trees. ([Staff Report #17-001-PC](#))

- F3. Use Permit/Peter Impala/720 Menlo Avenue:  
Request for a use permit for the sale of alcohol to include the consumption of beer or wine on the premises within a restricted area of an existing grocery store (Trader Joe's) in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The applicant is simultaneously applying for a Type 42 ABC License. ([Staff Report #17-002-PC](#))
- F4. Use Permit/Molly Swenson/103 Gilbert Avenue:  
Request for a use permit to convert a spa to a medical office within an existing building on a parcel that is substandard with regard to parking in the C-2 (Neighborhood Shopping) zoning district. The parcel has 23 usable parking stalls where 23 are required. However, because 10 of the 23 parking stalls are located completely within required setbacks, the stalls do not count as legal parking spaces and make the parcel substandard in parking. ([Staff Report #17-003-PC](#))
- F5. Development Agreement Annual Review/Bohannon Development Company/101-155 Constitution Drive and 100-190 Independence Drive (Menlo Gateway Project): Annual review of the property owner's good faith compliance with the terms of the Development Agreement for the Menlo Gateway (Bohannon Hotel & Office) project. ([Staff Report #17-004-PC](#))

## **G. Informational Items**

- G1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.
- Regular Meeting: January 23, 2017
  - Regular Meeting: February 6, 2017
  - Regular Meeting: February 27, 2017
  - Regular Meeting: March 7, 2017

## **H. Adjournment**

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at [www.menlopark.org](http://www.menlopark.org) and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at [menlopark.org/notifyme](http://menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting the Planning Division at (650) 330-6702. (Posted: 01/05/17)

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.